

# **The Corporation of the City of Kawartha Lakes**

## **Committee of the Whole Report**

**Report Number LGL2020-006**

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**Meeting Date:** March 10, 2020

**Title:** Rescind Council Policy 102-CAO-019

**Description:** Protocol to Address Collection and Write-off for Provincial Offences Act Fines

**Ward Number:** All

**Author and Title:** Robyn Carlson – City Solicitor

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### **Recommendations:**

**That** Report RS2020-006 Rescind Council Policy 102-CAO-019, be received;

**That** Council rescind the Council Policy 102-CAO-019: “Collection and Write-off for Provincial Offences Act Fines”; and

**That** these recommendations be forwarded to the agenda for the next Council meeting for adoption.

**Department Head:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

By way of Committee Resolution CHR2004-232, the Corporate and Human Resource Services Committee on October 4, 2004 passed the following resolution concerning Policy 102-CAO-019:

**Moved by Councillor Marsh, seconded by Councillor McGregor,**  
**RECOMMEND THAT** Report CAO2004-91, "*Proposed Provincial Offences Collections Policy*" be received; and  
**THAT** the POA Collections Policy attached as Appendix "A" to Report CAO2004-91 be adopted, numbered and inserted into the City's Policy and Procedures Manual.

Staff in the Provincial Offences Division have been asked by the CAO to review all Council Policies pertaining to the Provincial Offences Division.

Policy C169-CAO-041 sets out the procedure that Provincial Offences Staff will take in the collection of fines levied as a result of convictions obtained in matters prosecuted under the Provincial Offences Act. The aim of the policy was to ensure best practices were being followed so that this aspect of the City's business was carried on in an efficient manner.

## **Rationale:**

Staff reviewed the policy and recommend that it be rescinded. In accordance with the new structure for Policies, Management Directives and Standard Operating Procedures, the existing Policy will be replaced by a Management Directive, as the provisions of the policy are administrative or operational in nature.

## **Other Alternatives Considered:**

No other alternatives have been considered.

## **Financial/Operation Impacts:**

None.

## **Relationship of Recommendations to the 2020-2023 Strategic Plan:**

This report and recommended resolutions aligns with the Guiding Principle of fiscally responsible core service delivery, while still maintaining service excellence. Moreover, this report and recommendations support the strategic priority of good government.

## **Review of Accessibility Implications of Any Development or Policy:**

N/A

## **Consultations:**

None.

## **Attachments:**

Appendix A –  
Council Policy 102-CAO-019 – Collection and Write off for Provincial Offences  
Fines



102 CAO 019  
Provincial Offences C

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